

Property Management Policy

DEMIL CODE	USAGE	DISPOSITION
A	Consumable items. Place into use within 1 year.	Submit OES 657D Disposal Request once item has been consumed.
	Non-Consumable items valued under \$20,000.00. Place into use within 1 year, continue to use for 1 additional year.	Submit OES 657D Disposal Request 2 years after receipt.
	Non Consumable items valued over \$20,000.00. Place into use within 1 year, continue to use until no longer needed.	Request disposition instructions from State Coordinator. Depending on the condition of the property you may be directed to Transfer items to another agency, Turn-in items to a DRMO, or may request Disposal from LESO.
B - Q	Place into use within 1 year, continue to use until no longer needed.	Request disposition instructions from State Coordinator. Depending on the condition of the property you may be directed to Transfer items to another agency or to Turn-in the items to a DRMO.